

SUMMIT COUNTY
2012 Recreation, Arts and Parks (RAP Tax)
RECREATION GRANT REQUEST APPLICATION

(Please Type)

APPLICATION INFORMATION

Organization: _____

Date of Application: _____ Grant submitted by: _____

Mailing Address: _____

Phone: _____ Fax: _____ Email: _____

If funds are granted, to whom should the check be made? _____

Total Amount Requested: _____

A. GENERAL INFORMATION

1. Is this a new project? Yes No
2. If not, how long has it existed?
3. Describe the proposed project:

4. What are the goals/objectives of the proposed facility or project?

5. How did you determine the need for this project in your community? (citizen request, feedback, surveys. etc.) Please attach supporting documentation.

6. Please explain where the project fits in the overall priorities of your organization, community, or geographic area.

7. Project Timetable. Please outline the time schedule of this project from beginning to completion with projected dates. Remember, you have a maximum of 18 months to use your funding towards this project, starting at the time of disbursement.

8. Are there similar facilities or projects in your area? _____. If yes, what differentiates this proposed project.

9. Do other city\community programs support this facility or project? _____. If yes, please explain the nature of their support.

10. If this is a new facility, what is the projected number of your residents to be served? How did you arrive at this number?

11. If this request is for an additional program or project for an existing facility, please detail your current usage and explain how your numbers are tracked. Explain in detail how you calculated this figure. Please be very specific and explain if this number is per year, per day, per week, per event etc.?

12. Please explain the community support you have for your project including financial, space, equipment, personnel, volunteers etc. If applicable, please attach written statements, petitions, requests, and letters of support – including names, addresses and phone numbers of supporters.

13. How will the effectiveness of your project be monitored and measured? You may also provide a project plan with specific goals and statistics that support this project.

14. Please outline your organization's current management structure.

15. Please name the person(s) who will be responsible and accountable for the planning, execution and operation of your project or facility. Provide names, phone numbers, and e-mail addresses.

B. FINANCIAL INFORMATION

1. Project total budget:

Annual Operating and maintenance cost:

Attach to this application a detailed financial plan. Detail how you developed your project costs. Explain which costs are estimates and which are actual bids. Please attach bid documents.

2. Please provide specific details of how Recreation RAP Tax funds will be used.

3. Please explain what other funding sources and amounts are being pursued. Detail matching funds you may have in place. Also, detail how the project will be completed if partial funding is provided by Recreation RAP Tax.

4. List any committed donors for this project and the amount committed.

5. If an existing facility or project, what are your present financial sources as well as any in-kind support?

6. Have you previously requested funds for this or any other project from the Recreation RAP tax? If so, list each entity, attach a copy of the financial worksheet listing how the funds were spent. Please be specific listing the assigned number, requested funding and the amount of granted funding? Was the project completed?

***If this information is on file at the County, please state the assigned year and number.**

7. Please explain your financial strategy for future funding of capital expenditures and of on-going maintenance and operations costs for this project.

C. ATTACHMENTS – PLEASE INCLUDE THE FOLLOWING INFORMATION IN ADDITION TO THE ATTACHMENTS REQUESTED IN SPECIFIC AREAS OF THIS GRANT APPLICATION.

- Any pamphlets/brochures/publicity/promotional material or other information related to this application

List of your Board of Directors and/or professional references

Please note: All awarded funds from this application must be used and required documentation presented within 18 months of the award date.

2012 RAP Tax Recreation Board

Marla Garfield	435-336-5849
Kathy Apostolakos	435-645-7482
Julie Simonds	435-647-9231
Tim Douglas	435-615-1232
Meg Steele	435-659-6478
Dave McFawn	435-655-1221
Wendy Cryan	435-640-6847

Please return eight (8) copies of this completed form, with any necessary attachments by mail or hand-delivered to the appropriate address on the cover sheet.